**READING FOOTBAL OFFICALS ASSOCIATION**

**BYLAWS**

**Article I – Name**

The name of the Association shall be the “Reading Football Officials Association”, an affiliate chapter of the Pennsylvania Interscholastic Athletic Association. The Pennsylvania Interscholastic Athletic Association shall subsequently be referred to as the PIAA and Reading Football Officials Association shall subsequently be referred to as the Association.

**Article II – Purpose**

1. To promote the welfare of the game of football, it’s player and its officials.
2. To maintain the highest standards of football officiating.
3. To have available at all times an adequate number of thoroughly trained and capable officials
4. To cooperate with all organizations officially connected with the game of football in furthering the interests and ideals.

**Article III – Membership**

1. Membership is open, upon written application, to adults of good moral character.
2. No application for membership will be considered unless the applicant has successfully passed the examination approved by the PIAA and is considered by the PIAA to be a registered official in the sport of football. This applicant shall be required to pay the prescribed dues for the year as designated by action of the Executive Committee.
3. Any official who is in good standing as a member of a chartered PIAA chapter may be accepted as a transferee into membership of the Association.
4. Subsequently, and as long as such member shall remain in good standing, he or she shall be entitled to the rights and privileges of membership, and he or she shall be bound by the rules and regulations of the Association.

**Article IV – Duties and Privileges of Members**

1. All members and officers of this Association shall be required to abide by all PIAA policies and requirements.
2. Members shall be required to pay the Association all dues, fines, and assessments in the amount determined by the Executive Committee, the dues shall be recommended annually by the Executive Committee and approved by the membership of the Association. The Treasurer will collect the dues; however, dues will not be considered paid until the member signs his name in the dues ledger stating that he paid his dues to the Treasurer. The Treasurer must also sign the ledger stating that he or she received the dues.
3. All monies owed the Association must be paid in full by the last regular Association meeting of the year. Failure to pay by the last meeting of the year will result in a fine of twenty-five dollars ($25.00). Failure to pay said dues or fines by January 1st of the following year will result in suspension of membership.
4. Only the names of members who have paid their dues and are otherwise in good standing by the last business meeting will be included on the roster for the next year.
5. The members will be required to attend six (6) of the Association meetings scheduled by the Executive Committee. Attendance means physical presence at the entire interpretation portion of the meeting six (6) times per year. The Secretary will provide an attendance sheet for the members to sign at the beginning of the meeting. Attendance will be defined as being present for the Rules Interpretation part of the meeting; a ten (10) minute grace period from the start of the meeting will be allowed.
6. Reasons for absence from the required number of meetings will be submitted in writing to the Association Secretary within seventy-two (72) hours of the meeting in question; subsequent action to be taken by the Judicial Committee.
7. Each member of the Association shall have both voice and one vote on all questions, and the vote of the majority shall prevail in all matters, unless otherwise specified in these Bylaws.
8. A quorum for an Association meeting shall consist of at least twelve (12) members.
9. It is the duty and responsibility of all members to confirm their scheduled PIAA sanctioned assignments prior to the date of such assignments. It is also the responsibility of the members to notify the assignor of the game if a given PIAA sanctioned assignment cannot be fulfilled. Notification that an PIAA sanctioned assignment cannot be fulfilled must be given to the assignor of the game in the manner as prescribed by said assignor. In an emergency, a twenty-four (24) hour notice shall be given; or in an extreme emergency, a two (2) to four (4) hour notice shall be given. Failure to notify the assignor of any PIAA sanctioned assignment to be missed within the above-mentioned timelines shall result in a fine of the full fee of the assigned game. The Executive Committee shall notify the Judicial Committee of all missed assignments.
10. No fines or levies will be assessed against any Association member, except as otherwise specified in the Bylaws and with a majority vote of the Judicial Committee. An Association member shall have the right to appeal in writing to the Executive Committee any decision of the Judicial Committee. The Executive Committee shall review all appeals in a timely manner. All Executive Committee decisions shall be final.
11. No part of the net earnings of the Association shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the Association shall be authorized and empowered to make payments and distributions in furtherance of the purposes described in section 501(c)(3). No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Association shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these Bylaws, the Association shall not carry on any other activities not permitted to be carried on (a) by an Association exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by an Association, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

**Article V – Officers**

1. The officers of the Association shall be President, Vice-President, Secretary, Treasurer and Rules Interpreter.
2. All officers shall be Association members in good standing.
3. All officers will be elected yearly and will serve without compensation.
4. Election of officers shall take place at the last regularly scheduled business meeting of the Association prior to the date of the last game of the season (excluding playoff games). Newly elected officers shall be introduced and will take office at the meeting they were elected.

**Article VI – Duties of the Officers**

1. The **President** – shall preside at all membership meetings of the Association, shall appoint all committees, and shall supervise the activity thereof. The President shall have the power to call special meetings of the Association and preside over them. The President shall, with Executive Committee approval, authorize the expenditures of monies that are necessary in the ordinary course of business.
2. The **Vice-President** – shall perform the duties of the President in his absence and serve as Chairman of the Executive Committee. The Vice-President shall conduct Executive Committee meetings. The Vice-President shall prepare the agenda, at least one (1) week in advance, for all Association meetings.
3. The **Secretary** – shall keep a record of the proceedings of all meetings (general membership and Executive); conduct all the necessary correspondence; keep al official records which shall be open to membership review at any regular Association meeting; and render a report thereon at each meeting. The Secretary must submit all bills and monies to the Treasurer. The Secretary shall also maintain the meeting attendance records and submit meeting absence reasons to the Judicial Committee for subsequent action.
4. The **Treasurer** – shall have charge of all finances of the Association; shall prepare an annual budget by August 1st, shall pay all the bills presented to him or her by the Secretary; and shall prepare a written financial statement at each meeting, to be submitted to the Secretary.
5. The **Rules Interpreter** – shall serve as chairman of the Rules Committee, shall attend the PIAA Rules Interpretation meeting held for chapter interpreters, and be responsible for the organization and supervision of the local PIAA state mandated Rules Interpretation Meeting; will develop, with the members of the Rules Committee, an agenda of meeting topics to be presented at Association meetings during his or her term; and the agenda will be presented to the Executive Committee no later than one week prior to the first regularly scheduled Association meeting.
6. An officer who either resigns or fails to perform the duties of that office, as determined by two-thirds (2/3) of the Executive Committee, shall be replaced on an interim basis by the President. At the next regular Association meeting following such replacement, nomination will be accepted and a vote will be taken by the Association to fill that office.

**Article VII – Elections**

1. All Association members in good standing shall be eligible to vote.
2. The Nominating Committee shall present its slate of candidates to the Association review at the next-to-last meeting of the year. At this time, nominations from the floor will be accepted until the close of the business portion of this meeting.
3. Nominations will be closed by the end of the next-to-last meeting of the year, and no others will be accepted.
4. The Association membership shall vote for candidates for office from the final ballot compiled by the Nomination Committee for the last business meeting of the year.
5. Voting will be by secret ballot.
6. Association members in good standing unable to attend the meeting at which the elections are held, shall have the opportunity to vote by Absentee Ballot, provided notification is given to the Nomination Committee at least one week prior to the meeting at which the election is held.
7. The Nominating Committee will be responsible for developing, distributing, collecting, and policing the absentee ballots cast Absentee ballots must be returned to the chairman of the Nominating Committee by six (6:00) pm of the day of the election.
8. The Nominating Committee will count all votes cast and announce the results of the election at the end of the meeting at which the election is held.

**Article VIII – Meetings**

1. Meetings shall be determined prior to the opening of the football season and Association membership so notified. Meeting site and day of the week for the first meeting of the Association as such, will be announced prior to August 1st of that season.
2. A special meeting may be held upon the call of the President.
3. In accordance with the PIAA regulation, the minimum number of chapter meetings shall be completed by the Association on or before December 1st of that season.

**Article IX – Standing Committees**

1. The Executive Committee shall consist of all elected officers and five (5) members from the general membership; four (4) of whom are at-large members and one (1) of whom shall be a newer official representative. The at-large members shall serve two (2) year terms with half of the at-large members being elected on alternate years. The newer official representative shall be a member of the Association for five (5) years or less and shall serve a one (1) year term. The Executive Committee members shall be elected in accordance with the elections procedures as outlined in Article VII.

A quorum shall consist of six (6) members, with a majority of members present needed to pass a motion.

The Executive Committee shall have the authority to act on behalf of the Association for all business necessary to promote the well-being of the Association. Any such actions will be reported to and, if necessary, ratified by the membership at the next regular Association meeting.

The Executive Committee will also appoint a liaison who will serve as a vehicle through which all grievances, either by officials towards a school or league, or a school or league towards officials, shall be processed.

The Executive Committee shall meet as necessary to conduct Association business; shall meet at minimum of two (2) times during the off-season; and any other special meetings as necessary. Non-officers of the Executive Committee shall act as Chairman of the standing committees (except the Judicial Committee), as appointed by the President of the Association and shall be subject to removal under the guidelines stated in Article VI of these Bylaws.

1. The Membership Committee shall prepare the official roster and rule on eligibility of the members.
2. The Rules Committee shall be responsible for the “rules interpretation portion” of each Association meeting. In questionable game situations, this Committee shall be responsible for obtaining interpretation form the PIAA State Office.
3. The Nominating Committee shall be responsible for presenting, at the proper meeting, the names of candidates for various offices of the Association.-shall be responsible for finding at least two (2) candidates for each office to be filled. –shall be responsible for finding at least four (4) candidates for the two (2) positions to be filled on the Executive Committee each year. –shall allow nomination to be made from the floor, when the ballot is presented to the membership for their inspection
4. The Bylaws Committee will be responsible for a yearly review and if necessary update of the Association Bylaws.
5. The Judicial Committee shall be responsible to hear any grievances and levy fines according to the Association Bylaws or rules. The Judicial Committee will consist of three (3) standing members and one (1) alternate member. The alternate member shall participate in a hearing should a member of the Judicial Committee have an issue before the Judicial Committee or if a member of the Judicial Committee is not available to participate in a hearing. The term of a Judicial Committee member shall be no longer than one (1) year and subject to removal under the guidelines stated in Article VI of these Bylaws. Findings of the Judicial Committee will be submitted to the President of the Association and remain confidential. Should there be an appeal to the Executive Committee, the findings will then be presented, as determined by the Judicial Committee, to the Executive Committee. No Executive Committee member shall be a member of the Judicial Committee.
6. The President shall have the authority to appoint any special committee deemed necessary to carry out the functions of the Association.

**Article X – Amendments**

1. Change(s) and/or amendment(s) to the Bylaws must be presented, read and distributed to the membership at an Association meeting.
2. At the next Association meeting, the membership shall discuss the Bylaws change(s) and/or amendment(s) and will have the opportunity to make modifications to the proposed Bylaw change(s) and/or amendment(s).
3. At the subsequent meeting, the final form of the Bylaw change(s) and/or amendment(s) will be presented to the Association membership for vote.
4. Approval of all change(s) and amendment(s) shall require two-thirds (2/3) majority of those Association members present.
5. Proposals to amend these bylaws can be bought to the body by the Bylaws Committee or a signed petition of 25% of the active membership who will then follow Article X (1) of these bylaws.

**Article XI – DISSOLUTION**

Upon the dissolution of this Association, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

The undersigned hereby certifies that the above Bylaws were presented to the membership at the October 13, 2021 Chapter meeting. Said passage is duly recorded in the Association’s Chapter meeting minutes. These amended and restated Bylaws shall supersede all previous versions of same.

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| Tom Miller, Jr., President |  | Date |
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| Scott Weidner, Secretary |  | Date |